



The Town of Fenwick Island

800 Coastal Highway
Fenwick Island DE 19944
302.539.3011 * Fax: 302.539.1305

www.fenwickisland.delaware.gov

REQUEST FOR PROPOSAL (2011-3) RESIDENTIAL TRASH SERVICE MAY 1, 2011 – APRIL 30, 2013

The Town of Fenwick Island is requesting proposals for Residential Trash Service for the period commencing May 1, 2011 and terminating on April 30, 2013. Sealed bids for this service will be received, in hard copy form, no later than 11 am local time on March 8, 2011 in the Fenwick Island Town Hall, 800 Coastal Highway, Fenwick Island, Delaware 19944. At this time, the bids will be opened, announced and recorded.

A mandatory pre-bid conference will be held at the Town Hall on Tuesday, February 22 at 9am.

Bid Specifications

1. All bids must include the attached "Cover Sheet" as the first page of the submission. This sheet must be complete, legible and without modification excepting the information required.
2. All bids must be accompanied by a Performance Bond or Bank Cashiers check equivalent to 5% of the lowest per annum service value quoted. Upon notification of award, the selected contract must provide a satisfactory performance bond for the duration of the contract term.
3. The term of this agreement is two years. A third year extension of this agreement may be negotiated at the discretion of the municipality no earlier than ninety days before the conclusion of the current contract.
4. Billing shall be on a monthly, per unit, basis – without regard to the frequency of pickups during a given month. The number of current units is 681. Public use containers at dune crossings and a 4 yd dumpster at Town Hall are included. Units may change over time.
5. Billing shall include current monthly disposal tonnage reports.
6. The number of collections in a calendar year is approximately seventy-four (74). This equates to one pickup per week from October through the following April; and two pickups per week from the first week of May through the last week of September.
7. Pickups shall be scheduled to commence no earlier than 6 am and be completed no later than 9:00 am on the ocean-side and noon on the bay-side every Monday through the year (excepting the Monday following the Memorial Day, July Fourth and Labor Day holidays – which shall be a Tuesday). Twice per week pickups shall commence on the first Thursday of May and continue (every Thursday) through the last week of September.
8. All trash containers must be returned to their respective curb boxes, upside-down and with lids inside. When no curb boxes are present, cans with lids may be similarly returned to a resident's property.
9. Vendor must provide a responsive "live" customer service agent to receive calls during business hours on weekdays that are not a recognized holiday.



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RESIDENTIAL TRASH SERVICE
MAY 1, 2011 – APRIL 30, 2013**

COVER SHEET

Vendor Name _____

Address _____

City, State, Zip _____

Phone/Fax # _____

Representative _____

E-mail _____

BID VALUE

May 2011 – April 2012 Monthly per unit fee \$ _____

May 2011 – April 2012

Per annum eq. = 681 x per unit fee \$ _____ = \$ _____

May 2012 – April 2013 Monthly per unit fee \$ _____

May 2012 – April 2013

Per annum eq. = 681 x per unit fee \$ _____ = \$ _____

ACKNOWLEDGEMENT

I am authorized to represent this company and understand that the contract for services to the Town of Fenwick Island is subject verification of qualifications and the negotiation of a mutually acceptable contract _____ .